## 0603

## OFFICE OF INFORMATION

(September 1991)

The Office of Information, directly accountable to the Director's office (Deputy Director, Planning, Public Affairs, and Legislation), handles public information activities as well as internal communication within CAL FIRE. These communication activities include but are not limited to:

- Communique¹
- Department image building
- Employee support and recognition
- Activities which enhance and support specific programs within the department's mission

The Office of Information will make every effort to staff information functions with trained, permanent employees of CAL FIRE and cooperating agencies.

(see next section)

(see HB Table of Contents)

(see Forms or Forms Samples)